

**DPW Commission Meeting**  
**Wednesday, July 13, 2016**  
**7:00 p.m. – Police Station Community Room**

**7:00 PM      Approval Items:**

Board of Commissioners Minutes Approval: Commissioner Gardner moved to approve the June 22, 2016 minutes, seconded by Chairman Reed, Vote: 2-0.

**7:05 PM      Open Session:**

Open for Public Discussion with the Commissioners: T. Arsenian, 95 Granite St., was questioning if any progress had been made on the items he mentioned at the last meeting: J. Parisi said the poison ivy was sprayed on Back Beach a few days ago and a replacement tree is underway. J. Parisi said they will be working with the Beautification Committee on this.

Z. Seppala, 95 Granite St., said at Tuesday's Board of Selectmen meeting a design/selection committee as well as a negotiating committee was approved for the new DPW barn. He said the town charter states that certain things are prohibited; the four groups that can't hold other town positions are those on the Board of Selectmen, the School Committee, the DPW, and the Finance Committee. He questions if there is a reason why the DPW commissions and Finance Committee members are on the committee. Commissioner Gardner said he may be confusing standing committees that are involved in town business vs. ad hoc committees developed for one purpose. He said it makes sense because the DPW is the most informed group on any construction project and in particular on what the DPW needs. Chairman Reed said an opinion was provided by Kopelman & Paige and it is alright because it is not a standing committee.

**7:15 PM      New Business:**

Water Restrictions: Director Parisi said we've had less rainfall than we've had in prior years. Our Water Management Permit references that when there is a decree (Drought Task Force) we would enact measures to enforce mandatory restrictions, from 9 to 5 restrictions will be put in place. Advertising and bulletin boards will publicize the water restrictions, and perhaps CODE RED. Commissioner Gardner said in prior years the restrictions were much more extensive. July is usually a peak month for water usage. Selectman Campbell questioned if the restrictions are guided by the stated. Director Parisi said we have quarries and Cape Pond Reservoir; we have a trigger table and guidelines and its DEP approved, so that guides us. We have not reached that level yet, but he said we should enact a restriction. This proposal is not going to ban water use, but reduces the peak use period; the water levels are tracked in town. T. Arsenian said if you want to reduce water use, prohibit the soaker hoses and sprinklers. The restriction will be in place until it is voted off or if we increase the ban. Commissioner Gardner moved to accept the recommended water restrictions, seconded by Commissioner Sena, Vote: 3-0.

Discussion on DPW takeover of maintenance of Waddell Skate Park: J. Parisi said the Board of Selectmen will be discussing the DPW taking over the maintenance of Waddell Skate Park. Commissioner Reed said we'll need to be sure we patch it if some seams appear. CPC funds were used several years ago, but it's one more responsibility for the DPW to take on. Public properties, Chuck Osmond and his crew, would take it on.

Discussion on Performance Evaluation format for FY2017: The Asst. Town Administrator said J. Parisi and Commissioner Reed attended the recent Manager meeting. It needs to be determined who will be handling Director Parisi's performance evaluation for this year. M. Vieira said he went to the Personnel Board to

correct some concerns from last year and some changes were made. The final version is in the works, it has 5 categories instead of 3. The values for the manager were discussed. There is some more flexibility, there can be more or less goals and they will be weighted. Selectmen Campbell said this is just for this year. M Vieira and Selectmen Campbell were supposed to meet yesterday regarding the discontent on the current form. It is too late to make changes for this year's evaluation. But it is his intent to work with the DPW Commissions for future years and he will work with the Asst. Town Administrator. Commissioner Gardner said he would like to participate on the revision for future years.

Discussion on the Creation of a Sewer Overlay District: Director Parisi distributed some information from Gloucester's district. He said the Rte. 133 corridor was sewered very quickly. Commissioner Gardner said he thinks it makes sense to have a sewer overlay district in Rockport, he is favor of it. He said we need to get together with the Planning Board and get going on this. DPW Chairman Reed said he'd like to see the Board of Selectmen behind this as well. Director Parisi said our permit limits us to 800,000 gallons/day. He said we were under a consent order and we haven't been in violation for 3 or 4 years.

## **8:00 PM      Ongoing Business:**

FTM Warrant Articles: Director Parisi said he hasn't seen anything significant to put on the warrant. He said he may make some transfer suggestions (benches, installation of a generator at the annex for the data center, \$12,000 remaining on annex construction, requested another \$30,000, needs more for electrical work). He said there won't be many Fall Town Meeting articles relating to the DPW, snow and ice deficits, etc.

DPW Facility Project Next Steps: Committees have been designated, we are looking at two proposals we received. We need to decide which Commissioner will sit on the committee. Commissioner Sena will provide support reviewing the proposals but is not going to be a committee member. Commissioner Sena moved to have Commissioner Gardner be the DPW Commission member on the DPW facility negotiation and selection committee, Chairman Reed seconded, Vote: 3-0.

Review of Goals & Objectives: Potential goals were discussed:

**Goal #1: Sewer:** Chairman Reed said an overlay district is a goal that he would like to see achieved and with that go the Sewer Regulations. Commissioner Sena said we could be in trouble because we don't have construction standards. Director Parisi said we may need additional support on this. Commissioner Sena said if we adopt the Mass. Specifications, at least it's a place to start.

**Goal #2: Water:** Pump in flat ledge, water intake issues at Cape Pond.

**Goal #3: Transfer Station:** Commissioner Gardner met with Sharon Kishida and Director Parisi on pay-as-you-throw. A redesign of the traffic flow is necessary. The Swap Shop needs to be resolved as well. Commissioner Gardner said two things that should be decided by next year are: 1) review signage up there and, 2) the DPW can't really run the Swap Shop. If no volunteers are present, the shop should be closed.

**Goal #4: Benches and Trash Cans:** we need to establish a standard for the whole town. Selectperson Campbell said people have expressed concerns regarding trash. The covers have a small slot; it limits how much trash can be disposed of.

**Goal #5: Paving plan:** how to deal with the little streets needs to be resolved.

**Goal #6: Building Study:** Director Parisi said he is attending a meeting this Friday on the building study. Commissioner Gardner said he would like to request funds to have a DPW building study conducted; the Board of Selectmen should reconstitute a building study committee.

**Goal #7: DPW Barn:** keeping working toward the replacement of the building (STM).

Transfer Station Operations Discussion: we purchased the compactors, not the boxes. We are maintaining a relationship with Integrated Paper. Director Parisi has a proposal from another recycling vendor. He will be putting a comparison together for the Commissioners to review. Chairman Reed said he would like to see what the costs are if the town handled it all internally. Commissioner Sena said he is not in favor of that.

#### **8:40 PM      Ongoing Capital Projects**

Paving Management Planning & Project Implementation: T. Olson said the bid went out for this year's paving; only one response was received. The one vendor is one of three companies that do thin coat resurfacing. We are looking at an alternative plan going forward, although the price we received was within the budget. Commissioner Gardner said maybe we should wait one year, get some additional funding and maybe we can attract other vendors and get more roads done in another year.

Seawall Repair Project updates: J. Parisi said we are wrapping up the Pigeon Cove seawall project and will be working with FEMA on reimbursement for some costs. He said the Back Beach seawall is starting this Friday.

#### **8:55 PM      Other Issues of Discussion**

Director Parisi spoke on the Front Beach improvements, he said they tore out the asphalt; they are creating a concrete pad and granite block seating area. A drinking fountain, foot wash, and granite pillar are planned with a new set of granite pavers in a step down.

Ad Hoc water committee concern about herbicide use; there is a maintenance plan in place dictating what they can or can't use down there. Gerry/Conservation Commission doesn't have any issues, but the language in the plan wasn't specific about spraying so she's going back to the Conservation Commission. Maybe the Ad hoc Water Committee should be invited to a DPW Commission meeting. It's the Moderator's Committee, so maybe contacting R.Visnick would be helpful.

Director Parisi said he has a document from the Millbrook Meadow Committee that they would like endorsed. He said he will e-mail it to the Commissioners.

#### **Tickler List:**

Cell tower lease funds  
Sewer use regulations  
Transfer Station Redesign  
DPW Facility  
Plowing of Private Roads

**Next Meetings:** Wed., 8/3/16 at the Police Station and Wed., 1/25/17 to review goals and a mid-year review.

9:00 PM: Commissioner Sena moved to adjourn, seconded by Commissioner Gardner, Vote: 3-0.